

**UNITED STATES BANKRUPTCY COURT  
MIDDLE DISTRICT OF FLORIDA**

**Request to Attorneys to Volunteer for the Court's Legal Assistance Program**

The Court has established a legal assistance program to enable low-income debtors (and in some instances their spouses and former spouses) to receive free legal services in certain types of cases. The legal assistance program applies to the following types of cases:

- Adversary proceedings relating to the debtor's entitlement to a discharge and/or the non-dischargeability of a debt.
- Contested matters concerning the debtor's claim to a homestead exemption and subsections 522(o)-(q) of the Bankruptcy Code.
- Representation of spouses and former spouses of debtors in connection with the dischargeability of obligations under marital settlement agreements and/or judgments for the dissolution of marriage.

*The Court requests that members of the bar volunteer to accept legal assistance assignments under the Court's program.* The Court's goal is to have many attorneys on the program's list of volunteers, so that each attorney will be appointed to a case only every three or four years. Here is what you need to know:

1. An individual requesting representation submits an application on a form available on line or from the Clerk's Office. This form requires the applicant to provide complete, accurate, and current information concerning the applicant's income and assets, as well as other pertinent financial information. In evaluating the information provided in the application, the Court also examines the applicant's bankruptcy schedules and statement of financial affairs.
2. Generally, the Court will grant an application if: (a) the applicant's current income does not exceed 200 percent of the current year's U.S. Department of Health and Human Services Poverty Guidelines for the applicant's family size and (b) the applicant does not have sufficient assets to pay for the needed representation. The determination is made by the judge assigned to the adversary proceeding or contested matter.
3. If the application is granted, the Court will enter an order appointing an attorney from the list of attorneys who have volunteered to provide representation in this program. The Court will provide to the attorney a copy of the pertinent pleadings in the adversary proceeding file, as well as a copy of the bankruptcy petition, schedules, and statement of financial affairs.
4. If the attorney who is appointed wishes to decline the appointment, the attorney may file and serve on the *legal assistance* client a motion for relief from the appointment order within ten (10) days from the date of the appointment. If a motion for relief is granted, the Court will enter another order of appointment.
5. The volunteer attorney list is maintained by the Clerk's Office; separate lists will be maintained for each judicial division within the Middle District of Florida. Program case assignments will be made on a rotating basis based on the location of the attorney and the division in which the case is pending. A volunteer attorney seeking to discontinue participation in the program should send a letter to the Clerk of Court.

**The Court urges you to volunteer for this important program. To volunteer, simply complete the form below and return it to the Court. Thank you for your help.**

**Hon. Karen S. Jennemann  
Chief United States Bankruptcy Judge**

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MIDDLE DISTRICT OF FLORIDA**

I wish to volunteer for the Court's Legal Assistance Program.

**Name:** \_\_\_\_\_  
[Please print or type]

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_  
[Please include area code]

**Division(s) in which I am willing to accept assignments (check all that apply):** \_\_\_ FM, \_\_\_ JAX, \_\_\_ ORL, \_\_\_ TPA.

**Please return this form either by FAX to 813-301-5245 or by email to [probono@flmb.uscourts.gov](mailto:probono@flmb.uscourts.gov)**